

SECURE JUVENILE HOLDING LOG

(Sample Log)

Facility:
Date this log covers:

INSTRUCTIONS:

- Status and non-offenders shall never be placed in a secure setting (secure = secure perimeter, cell, whether or not the door is locked, a locked room, or handcuffed to a stationary object).
 - A status offense is: runaway, underage drinking, possession of alcohol/tobacco, curfew violation, truancy. A juvenile picked up for "fail to appear" where the original offense is a status offense remains a status offender.
 - A non-offender is a dependent/neglected juvenile or a juvenile in need of mental health services with no delinquent charges.
- Delinquents may only be held for up to 6 hours for processing purposes, or, for 6 hours before court and 6 hours after court. Once the 6 hour clock starts, it cannot be turned off – even if the juvenile is removed for brief periods of time – until the juvenile is **permanently** removed from the secured setting.
- Record **ONLY** those juveniles held in a secure setting.

Name	Age	Sex	Race/ Ethnicity	Charge (Most serious Charge)	Case #	Date/Time in Secured Building	Time out for court	Time after back in court	Date/Time out of secured setting	Officer	Released to